MINUTES SOUTH DAKOTA HOUSING DEVELOPMENT AUTHORITY **BOARD OF COMMISSIONER'S MEETING** SDHDA CONFERENCE ROOM

Telephonic January 17, 2018

Board Members Present: David Pummel, Chairman

> Brent Dykstra, Vice-Char Bill Hansen, Treasurer

Scott Erickson, Commissioner Rick Hohn, Commissioner Steve Kolbeck, Commissioner Mark Puetz. Commissioner

Board Members Absent: None.

Staff Present:

Mark Lauseng, Executive Director

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Lon Hawley, Cornerstone Bank Molly Jackson, Cornerstone Bank Dick Groeger, Benchmark Mortgage Steve Remington, Benchmark Mortgage Joe Sheehan, Benchmark Mortgage

I. CALL TO ORDER/CONFLICTS OF INTEREST

The meeting was called to order at 10:00 a.m. and roll was called. No conflicts of interest were noted.

Board Minutes

APPROVAL OF AGENDA II.

It was moved by Commissioner Kolbeck and seconded by Commissioner Puetz that the Agenda be adopted as presented, but reserving the right to make further changes during the meeting.

Via roll call vote, the following votes were recorded:

Voting AYE: Chairman Pummel; Commissioners Dykstra, Erickson, Hansen, Hohn, Kolbeck and Puetz.

III. APPROVAL OF MINUTES

It was moved by Commissioner Kolbeck and seconded by Commissioner Puetz that the Minutes of the Board of Commissioners' Meeting held on November 21, 2017, be adopted as presented.

Via roll call vote, the following votes were recorded:

Voting AYE: Chairman Pummel; Commissioners Dykstra, Erickson, Hansen, Hohn,

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EXEC VE D ECTOR'S PORT

Executiv Dire r Lauseng ted that e w nave the ioux Empire Home S w in Hills H Sioux Fa Fe 5th and e Bla n Rapid Cit March 9th - 10 e area, stor th and sit us. Tie mentione DHDA. If yo y our b along wi the vernor^{*} ffice of E elopr nt, will host public m ings across t nents o n pla of our development ograms. state b take co the alloca oid C 12th Pierre on February 13 Meetin are b g held in on Februa n on F ruary 14th x Falls on F ruai 20th. Executive Dire ing six bills to session b ne mmer Legislative stu

V. **OLD BUSINESS**

Α. **Resolution No. 18-01-01:** Resolution to **Approve SDHDA** Participating Lender Eligibility Requirements Waiver Request for Benchmark Mortgage

After review and discussion, it was moved by Commissioner Hohn and seconded by Commissioner Puetz that the above Resolution be adopted as follows:

WHEREAS, per Resolution No. 17-11-60, the First-Time Homebuyer program has an eligibility criteria for new participating lenders as of December 1, 2017;

WHEREAS, Benchmark Mortgage (Applicant) has submitted an application to become an SDHDA Participating Lender; and

Board Minutes Page 2 of 6 WHEREAS, the Applicant has requested a waiver of the following SDHDA Participating Lender Eligibility Requirement: Lender shall have either (1) operated a mortgage origination office in South Dakota for 3 years prior to applying to be an SDHDA Lender or (2) operated a mortgage origination office in South Dakota for 2 years and employ staff with experience originating/processing/underwriting SDHDA loans;

NOW, THEREFORE, BE IT RESOLVED that the waiver is hereby approved for Benchmark Mortgage.

Via roll call vote, the following votes were recorded:

Voting AYE: Chairman Pummel; Commissioners Dykstra, Erickson, Hansen, Hohn, Kolbeck and Puetz.

В. **Resolution No. 18-01-02:** Resolution to Deny Housing Trust Fund Funds for OSLH Pine Ridge Governor's House Renovation

and discussion, it was moved econd sioner Koll that the lows:

> Resolu HEREAS. 11-76. ff were authorized continue with respect to its a) Hou lala Sid rkina with plication (La der the 2 6-201 Housin Allocation lan; and

> HEREA! een reviewed and e luated in e follor n ha cordance h the 16-2017 using rust Fund Allocation an:

BE IT RES W, THERE hat the application f Housing Trust Fund funds be denied for:

OWNER/APPLICANT Oglala Sioux (Lakota) Housing

DEVELOPMENT/LOCATION OSLH Governor's House Renovation Pine Ridge, SD

Via roll call vote, the following votes were recorded:

Voting AYE: Chairman Pummel; Commissioners Dykstra, Erickson, Hansen, Hohn, Kolbeck and Puetz.

C. Resolution No. 18-01-03: Resolution to approve the West Region Joint Venture Agreement to Perform Section 8 Program Contract Services on a Regional and/or National Basis

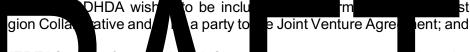
After review and discussion, it was moved by Commissioner Dykstra and seconded by Commissioner Erickson that the above Resolution be adopted as

follows:

WHEREAS, per Resolution No. 99-08-58, the South Dakota Housing Development Authority (SDHDA) was authorized to perform the Performance-Based Contract Administration (PBCA) services with the U.S. Department of Housing and Urban Development (HUD);

WHEREAS, SDHDA anticipates HUD will solicit competitive offers and award contracts under full and open competition to perform services on a regional and national basis;

WHEREAS, the States comprising the HUD West Region, namely the States of Arizona, California, Colorado, Idaho, Montana, North Dakota, Oregon, South Dakota, Washington and the city of Reno, Nevada, have formed a collaborative ("West Region Collaborative") for the purpose of submitting successful offers to HUD to perform services on a regional and national basis;



d States HEREAS. aforen ntio low propose to ent into the rformance ased Co ministra n ("PBCA") West R on Joint ract \ re Agi ment (" tting forth rms and nt Ve for formu citations; ers r bonsive to HUD s of co forman nistra services and o sion of g PBCA estin or otherwise oppos ponsibili and ealing, p ards for re nal national co acts r HUD's solicitation:

NOW, THEREFORE, BE IT RESOLVED that SDHDA is authorized to be a party to the West Region Collaborative;

BE IT FURTHER RESOLVED that the Executive Director of SDHDA is hereby authorized to execute the Joint Venture Agreement and to agree to those amendments to the Joint Venture Agreement as he deems necessary to achieve its purpose.

Via roll call vote, the following votes were recorded:

Voting AYE: Chairman Pummel; Commissioners Dykstra, Erickson, Hansen, Hohn, Kolbeck and Puetz.

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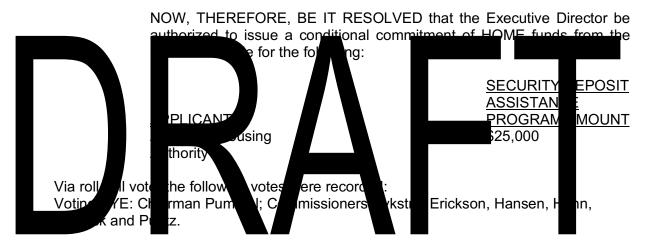
VI. **NEW BUSINESS**

Resolution No. 18-01-04: Resolution to Commit HOME Program Α. Funds under the Security Deposit Assistance Program for Aberdeen **Housing Authority**

After review and discussion, it was moved by Commissioner Puetz and seconded by Commissioner Dykstra that the above Resolution be adopted as follows:

WHEREAS, the following HOME Program application was received for the Security Deposit Assistance Program (SDAP) set-aside; and

WHEREAS, the required documentation has been reviewed and evaluated, and the Applicant has agreed to comply with all HOME requirements;



B. Resolution No. 18-01-05: Resolution to **Approve Updated Employee Handbook**

After review and discussion, it was moved by Commissioner Puetz and seconded by Commissioner Dykstra that the above Resolution be adopted as follows:

WHEREAS, the Board has reviewed the proposed changes to the Employee Handbook as presented;

NOW, THEREFORE, BE IT RESOLVED that the SDHDA Employee Handbook be amended to reflect the changes presented.

Via roll call vote, the following votes were recorded:

Voting AYE: Chairman Pummel; Commissioners Dykstra, Erickson, Hansen, Hohn, Kolbeck and Puetz.

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VII. DATE OF NEXT MEETING AND ADJOURNMENT

The next Board of Commissioners' Meeting has not been scheduled. It was moved by Commissioner Kolbeck and seconded by Commissioner Dykstra that the meeting adjourn. The meeting adjourned at 10:46 a.m.

Via roll call vote, the following votes were recorded: Voting AYE: Chairman Pummel; Commissioners Dykstra, Erickson, Hansen, Hohn, Kolbeck and Puetz.

Respectfully submitted,

